



TRIUNFO SANITATION DISTRICT

A PUBLIC AGENCY

Board of Directors

James Wall, Chair
Michael Paule, Vice Chair
Janna Orkney, Director
Susan Pan, Director
Raymond Tjulander, Director

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the Triunfo Sanitation District Board of Directors will hold its Regular Meeting on Monday, January 22, 2018, 5:15 p.m. at the Oak Park Library (Film & Lecture Room 102), 899 N. Kanan Road, Oak Park, California. The business to be transacted is as follows:

A G E N D A

The Board agenda is posted at least 72 hours preceding the Board meeting, and contains all items on which Board action will be allowed pursuant to Government Code Section 54954.2. Action will be taken on unanticipated items only when an emergency (as defined in Government Code Section 54956.5) exists or as otherwise allowed under Government Code Section 54954.2(b). In compliance with the Americans with Disabilities Act, if you need special accommodation/assistance to participate in a District event, please call the California Relay Service TDD line at (800) 735-2929 or the Clerk of the Board at (805) 658-4642 at least 48 hours prior. Notification prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to participate. Copies of individual reports may be requested from the Clerk of the Board or viewed on the District's website, www.triunfosanitation.com.

1. Call to Order, Roll Call
2. Pledge of Allegiance
3. Agenda Review (General Manager/Board of Directors)
Consider and approve, by majority vote, minor revisions to the Board agenda items or related attachments and any item added to, removed from, or continued from the Board agenda.
4. Public Comment (Items not on the agenda – 5 minute limit)
In accordance with Government Code Section 54953(a), this is an opportunity for members of the public to briefly address the Board on items NOT on the agenda. Persons wishing to comment on agenda items should complete a speaker card and submit it (preferably before the meeting) to the Clerk. The Chairman will then recognize them at the appropriate time. Once recognized, persons should step to the podium, clearly state their name and address for the record, and address the item being considered in as brief, clear, and concise a manner as possible.

BOARD OF DIRECTORS REORGANIZATION (Item 5 only)

5. Election of Calendar Year 2018 Chair and Vice Chair
It is recommended the Board:

- A. Elect a Chair for Calendar Year 2018 from among members of the Board of Directors; and
 - B. Elect a Vice Chair for Calendar Year 2018 from among members of the Board of Directors.
6. Calendar Year 2018 Standing Committees, Ad Hoc Committees and Other Board Appointments
It is recommended the Board:
- A. Determine whether to continue the Finance Committee, Recycled Water / Pure Water Project Committee, and Public Outreach / Communications Committee.
 - B. If desired, appoint two Directors to serve on the Finance Committee.
 - C. If desired, appoint two Directors to serve on the Recycled Water / Pure Water Committee.
 - D. If desired, appoint two Directors to serve on the Public Outreach / Communications Committee.
 - E. Determine whether to create any ad hoc committees and create or keep other Board appointments.
 - F. If desired, appoint one Director to perform financial oversight and bimonthly billing review of TSD invoices.
 - G. Provide alternate direction to staff.

PRESENTATIONS (Items 7 and 8)

- 7. Triunfo Sanitation District FY2017 Comprehensive Annual Financial Report (CAFR)
It is recommended the Board receive and file the Fiscal Year 2017 Comprehensive Annual Financial Report.
- 8. Emergency Response Plan
It is recommended the TSD Board accept and file the presentation.

CONSENT ITEMS (Item 9 only) – Matters listed under Consent Items are considered to be routine, non-controversial, and are normally approved by one motion. If discussion is requested by a member of any of the Board on any Consent Item, or if a member of the public wishes to comment on an item, that item may be removed from Consent Agenda for separate action.

- 9. **Approval of Minutes:** November 27, 2017 Regular Meeting

ACTION ITEMS (Items 10 through 14)

10. **Ordinance No. TSD-76 (Revised January 22, 2018) – Reestablishing the Retail Rate Upper Limit for Recycled Water**

It is recommended the Board:

- A. Conduct a public hearing regarding proposed Ordinance No. TSD-76 (Revised January 22, 2018) – Reestablishing the Retail Rate Upper Limit for Recycled Water:
 - 1) Call to order and open the public hearing.
 - 2) Receive staff report and recommendations.
 - 3) Report of written communications.
 - 4) Public comment.
 - 5) Close public hearing.
 - 6) Discussion by Board of Directors

- B. Conduct the second reading, by title only, of proposed revision to Ordinance No. TSD-76 (Revised January 22, 2018), that will reestablish the retail recycled water rate to no greater than 90% of the Oak Park Water Service Tier 1 potable water rate for recycled water to the TSD Service Area;.

ORDINANCE NO. TSD-76 (REVISED JANUARY 22, 2018): ESTABLISHING THE RETAIL RATE LIMIT FOR RECYCLED WATER SUPPLIED BY TRIUNFO SANITATION DISTRICT

11. **Ordinance No. TSD-97 (Revised January 22, 2018) – Prescribing Fees and Charges for Recycled Water**

It is recommended the Board:

- A. Conduct a public hearing regarding proposed Ordinance No. TSD-97 (Revised January 22, 2018) – Prescribing Fees and Charges for Recycled Water:
 - 1) Call to order and open the public hearing.
 - 2) Receive staff report and recommendations.
 - 3) Report of written communications.
 - 4) Public comment.
 - 5) Close public hearing.
 - 6) Discussion by Board of Directors

- B. Conduct the second reading, by title only, of proposed revision to Ordinance No. TSD-97, Prescribing Fees and Charges for Recycled Water to the TSD Service Area.

ORDINANCE NO. TSD-97 (REVISED JANUARY 22, 2018): PRESCRIBING FEES AND CHARGES FOR RECYCLED WATER SUPPLIED BY TRIUNFO SANITATION DISTRICT

- C. Direct staff to: (1) Mail notice of the rate increase to the addresses to which TSD customarily mails parcel owner recycled water billing statements so that said notice is received at those addresses no later than February 1, 2018 (sample notice attached), and 2) place rate increase information on the Triunfo sanitation District website.
12. **Design-Build Project Delivery for Lake Sherwood Variable Grade Gravity Sewer System Replacement (Vacuum Sewer Project) Update**
It is recommended the Board discuss the responses from the contractors and recommendations from KEH and provide direction to staff.
13. **Board of Directors Deferred Compensation Plan Review**
It is recommended the Board provide comment and further direction to pay the unpaid contributions from the Plan's inception date in July 2000.
14. **Reaffirmation of the Current District Investment Policy**
It is recommended the Board reaffirm the existing District Investment Policy.
15. **Oak Park Unified School District Sustainability Fair – Potential TSD Participation**
It is recommended the Board:
1. Determine the Board's participation in the February 24, 2018 Oak Park Unified School District Sustainability Fair; and
 2. Direct staff accordingly with any staffing needs.
16. **District Representation and Attendance at the Association of California Water Agencies (ACWA) DC 2018 Annual Washington DC Conference**
It is recommended the Board:
1. Discuss representation of the Triunfo Sanitation District Board at the ACWA DC2018 Annual Washington, D.C. Conference, February 27 through March 1, 2018; and if desired
 2. Designate a Board Member to represent Triunfo Sanitation District Board at the ACWA DC2018 Annual Washington, D.C. Conference, February 27 through March 1, 2018; and
 3. Approve payment of approximately \$4,000 to cover cost of ACWA DC2018 Annual Washington, D.C. Conference attendance.

INFORMATION AGENDA (Items 17 through 26) – It is recommended the Board receive and file the following items:

17. **National Award for Outstanding Financial Reporting**
18. **Disbursements:** November and December 2017

19. **Investment Report:** November and December 2017
20. **Revenue & Expense Report:** November 2017
21. **Oak Park Water Service Update**
22. **Water Conservation Report:** November and December, 2017
23. **Statewide Water Supply Conditions Report:** January 8, 2018
24. **TSD Website – Google Analytics Report**
25. **Water Conservation Customer Rebate Program**
26. **Future Meetings, Seminars and Conferences:**
 - Jan. 24 – 26 – CASA Winter Conference, Palm Springs
 - Feb. 5, 5:00 p.m. – JPA Meeting (at LVMWD)
 - Feb. 6, 5:30 p.m. – VCSDA Annual Dinner, Camarillo
 - Feb. 7-9 – Urban Water Institute Spring Conference, Palm Springs
 - Feb. 22, 5:15 p.m. – TSD Regular Board Meeting (Oak Park Library)
 - Feb. 24 10:00 a.m. – OPUSD Sustainability Fair, Oak Park
 - Feb. 27-Mar.1 – ACWA Washington D.C. Conference
 - Mar. 5, 5:00 p.m. – JPA Meeting (at Oak Park Library)

ORAL REPORTS – (Items 27 through 30)

27. **Standing Committee Reports:**
 - A. Finance Committee
 - B. Recycled Water / Pure Water Project Committee
 - C. Public Outreach / Communications Committee
28. **Board Member Comments**

This is an opportunity for Board members to briefly comment on matters they deem appropriate to the business of TSD. A Board member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his or her own activities related to the TSD. A Board member may also provide a reference to staff or other resources for factual information, or request staff to report back to the Board at a subsequent meeting concerning a matter related to TSD business. The Board may also direct staff to place a matter of business on a future TSD Board agenda.
29. **Reports on Outside Meetings/Conferences**

30. General Manager, Legal Counsel Comments

CLOSED SESSION – (Item 31 only)

31. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code § 54956.9, subdivision (a) – *Triunfo Sanitation District v. New Mission, LLC*, Superior Court of the State of California, County of Ventura, Case No. 56-2017-00499222-CU-OR-VTA

ADJOURNMENT: Adjourn to next Regular Meeting to be held on Monday, **February 26, 2018** at 5:15 p.m. at the Oak Park Library